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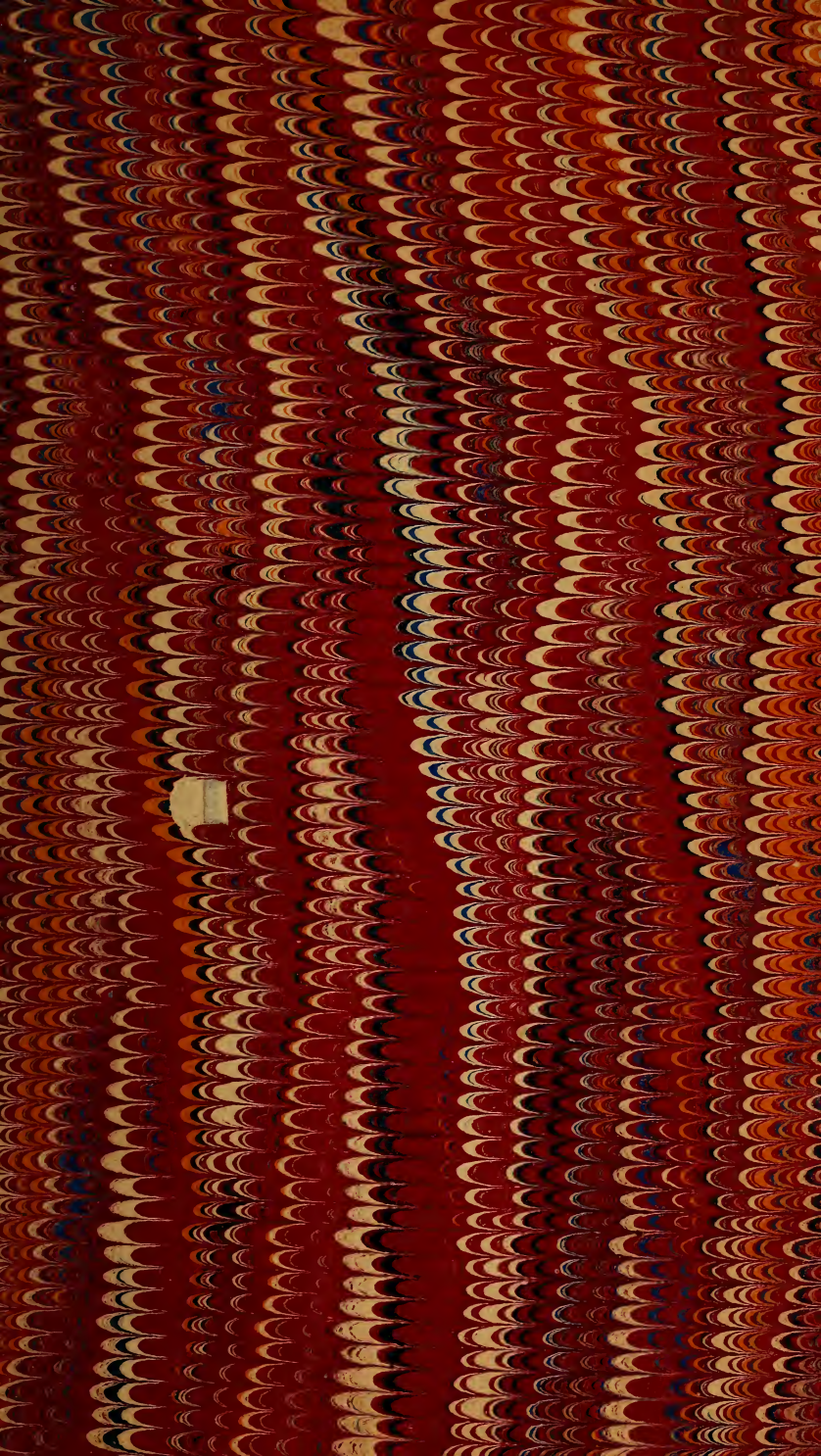
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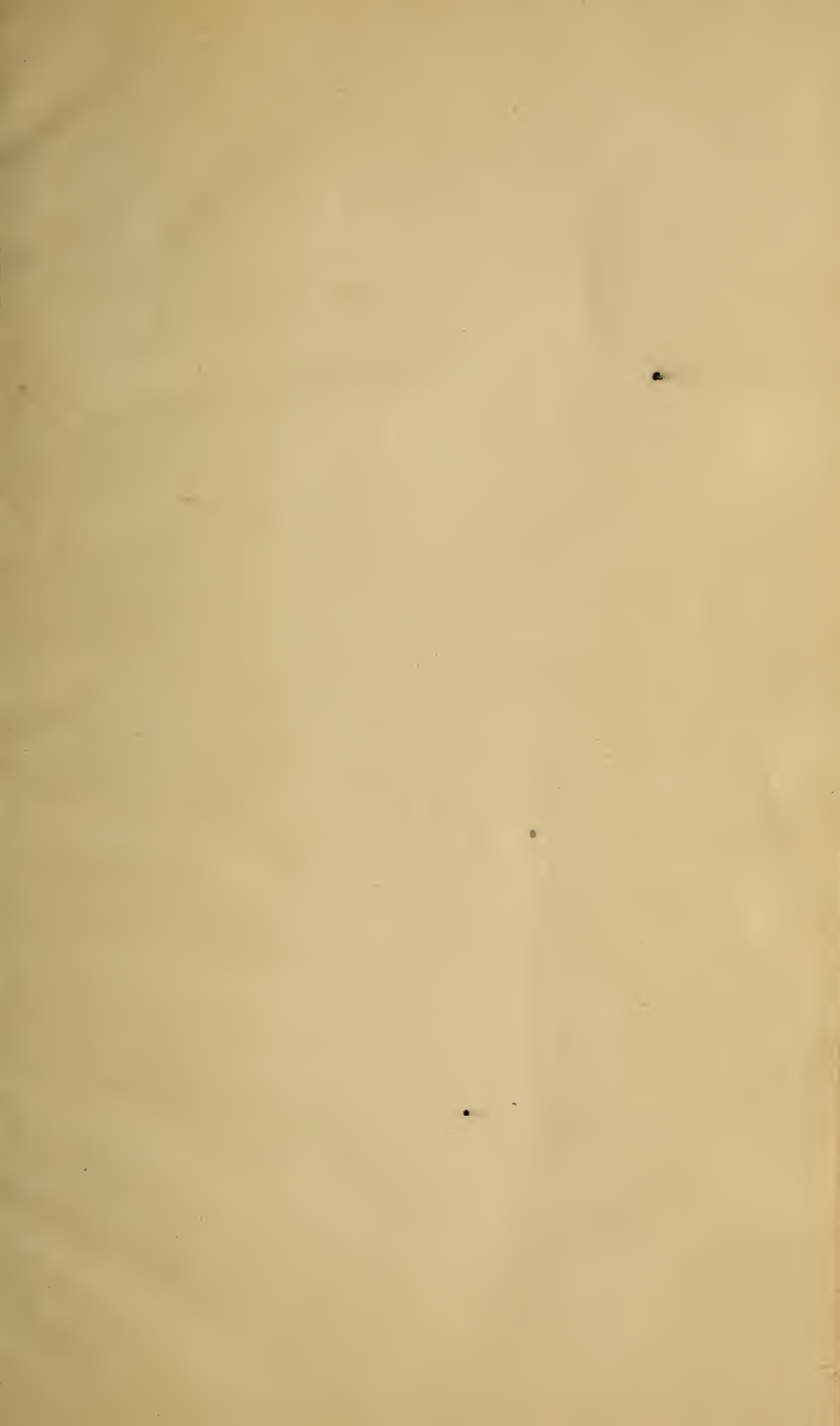
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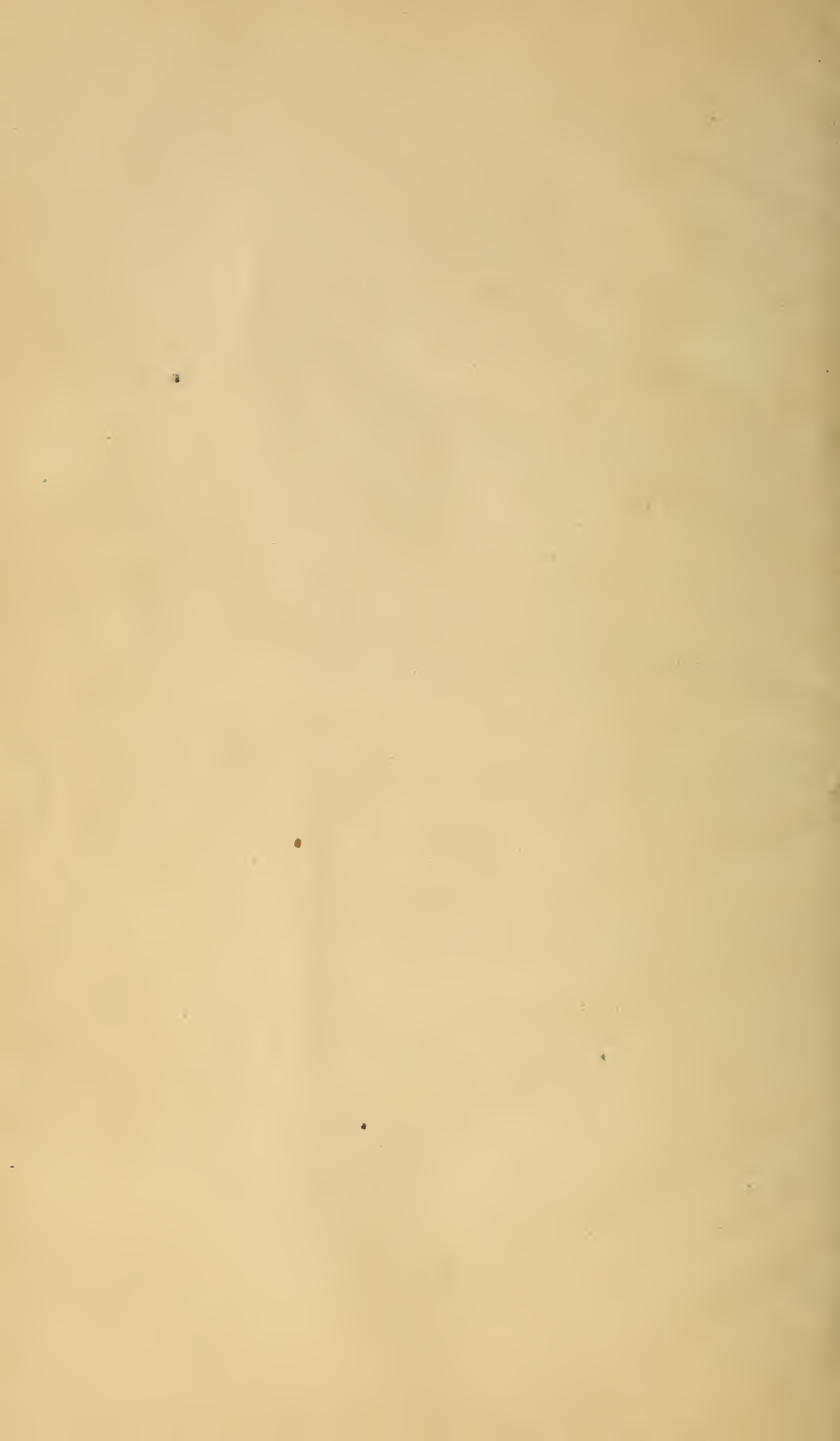
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UNITED STATES OF AMERICA.













THE  
SELF-TAUGHT STENOGRAPHER,  
OR  
A NEW AND COMPLETE SYSTEM  
OF  
SHORT HAND,

IN WHICH THE SUBJECT IS RENDERED EASY, SIMPLE, AND ATTAINABLE  
WITHOUT A TEACHER,

WITH PRINTED NOTES AND DIRECTIONS

FRONTING THE PLATES,

Intended as a certain and expeditious Guide to the art of noting down  
Public Discourses, Speeches and Debates, as delivered in the

PULPIT, SENATE, COURTS OF JUSTICE, &c.

1167  
35  
10254  
SECOND EDITION, IMPROVED AND ENLARGED.

BY D. HEWETT,

"There is nothing more admirable nor more useful than the invention of Signs. Abbreviations are the *Wheels of Language*, the *Wings of Mercury*."

Library of Congress  
HORN & TOOLE,  
1867  
City of Washington

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1824.

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## INTRODUCTORY REMARKS.

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STENOGRAPHY or Short Hand in its most extensive sense, means the art of substituting simple characters or signs for common manuscript letters; abridging words and sentences, and writing them with rapidity.

Its great use is for taking down the Pleas and Arguments made in Courts of Justice; Speeches made in Senates and Legislative Assemblies, or discourses delivered from the Pulpit. From these are often heard strains of eloquence, in discussing subjects which relate to the rights and privileges, the lives, or the more important eternal happiness of mankind; yet heard only to die on the ears of a few Auditors and pass to oblivion, for the want of this simple Art, which any person can acquire in forty-eight hours. An Art, the value of which, enlarges in our estimation, in proportion to the attention with which we consider it. An art by which the language of eloquence glowing from the Orator's tongue, obtains a permanency of existence limited not by the walls of a forum, or Legislative Hall, but reheard in distant Countries, remote times and ages. It is this Art that would have preserved from fatal oblivion the American Congressional debates during the Revolutionary war; when a Great Champion\* of the rights of mankind, made

“Crowds rise to reason, while his accents rung,  
And Independence thundered from his tongue.”†

The Greeks and Romans cultivated and advanced Stenography to a degree of practical perfection. In so high estimation was this Art held among the Romans, that even one of their Emperors excelled in it, and was so attached to the Art of making the pen vie with the tongue in rapidity, that he by way of amusement used to write in competition with one of his prime ministers.

The modern Europeans, particularly the English, have reduced Short Hand to a regular system, and given such exemplary proofs of its easy, certain attainment, and of its practicability as neither stupidity nor prejudice can resist. And it is a matter of surprise, that an art of such importance, and one which almost every person seems desirous of obtaining, should be so much neglected in the United States. It might easily be introduced into Schools and Seminaries as a regular branch, and acquired by scholars at an early period of their education. To promote which the following method may be adopted viz: Let Scholars write in this hand (after having learnt some good system,) their morning or daily tasks, (which are usually committed to memory,) on Grammar, Geography, or any other branch, and let them read over the subject to the instructor, as written in Stenographic Style instead of reciting *memoriter*. It will hardly be necessary for them to write every word at large, but the substance of the matter only, which circumstance will have an excellent effect in obliging them to *think* and *discriminate* instead of repeating, like a parrot, what they do not understand. In short for any person to understand and practise Stenography it is only necessary for him to promptly devote a few leisure hours each day, and go through

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\*John Adams.

†“Of these Speeches and debates,” says the Venerable and Patriotic American Statesman, above named, “there is no memorial. I consider them as entirely lost.”—For want of Short Hand Reporters.

this system according to the directions given in their proper places. Six or eight hours devoted to the *Theory* of the Art, or in writing and committing the letters and correspondent characters to memory, then thirty or forty hours practice, at different times, will render a person sufficiently expeditious in noting down, not only the substance but probably every essential word which is deliberately pronounced by a public orator.

This is putting the time even longer than *some* would require. I have devoted much attention to the arrangement of this system, which, if it has no other merits, may claim those of brevity, clearness and simplicity. In preparing, it I tried every possible form of characters that would unite *ease* and *despatch* in execution, *distinctness* in shape and position, with an *unconstrained* combination. I found that four simple characters (which by being placed each in four different positions, make sixteen,) and four irregulars added, would be sufficient to represent the sounds of every letter in the English alphabet. I have examined a great variety of works on Short Hand, most of which, especially American editions, were merely distorted, confused compilations from old English works, and abounding with more characters, arbitrary terminations, &c. and those often of a more difficult form to execute than the common manuscript letters.—The adoption and use of such systems, would in reality, be “gaining a loss” and oblige one to write much *slower* than in the common hand!

If there is any resemblance between the signs used here, and those of any other system, it was not from any intention on my part, for I have not borrowed a *single character*.

It would be a loss of time and patience, to go into the particular details of the intended merits of this system, since by a few minutes examining, and comparing it with others, a person can form his own opinion. But it may just be observed, that having taken every view of this, in all its bearings and consequences; I have very naturally come to this hackneyed, obvious and almost invariable conclusion (either expressed or implied) of every author, in regard to his *own*, whether a *great* or *small* work, viz. “THIS IS SUPERIOR TO ANY THING OF THE KIND EVER BEFORE PUBLISHED.”

Philadelphia, March, 1823.

## SECOND EDITION.

In this edition are given, tables of words from one to six syllables, and the modes of abbreviation, together with rules and examples for practical exercises, in the typographical part. Any further examples on the plates were considered unnecessary. Some of the rules of practice, were selected from other authors on Short Hand.

For the satisfaction of those interested, I here give a comparative view of different systems of Short Hand, leaving the candid reader to draw his own conclusion.

Names of the authors.		Number of characters, &c. used by those authors.
English authors.	Gurney, - - - - -	32 with many arbitraries, &c.
	Byrom, - - - - -	33 do.
	Ewington, - - - - -	33 do.
	Hodson, - - - - -	30 do.
	Mavor, - - - - -	30 do.
	Clive, - - - - -	24 do.
	Rees. - - - - -	25 do.

Hewett, 16 regular characters. Less than these in number, there *cannot* be, and give sound to the alphabetical letters, and *more* there *need not* be. From calculation it has been found, that in order to take down after a speaker, it is necessary to make from 250 to 270 strokes or characters in one minute; so that a person can determine by a watch at any any time, how far he is advanced towards practical perfection in this desirable art, the certain attainment of which will depend entirely on his perseverance.

*Washington January 28th, 1824.*

## ABBREVIATIONS.

In Short Hand Writing there are an abbreviations in three respects, viz:

1. By substituting *Signs*, or *Simple Characters*, which are made quick, generally with one vibration of the pen, for the common manuscript letters, some of which require six vibrations, or strokes of the pen, to make them. This is a vast improvement in facilitating one's writing.
2. There is also a great abridgement in Orthography, or method of spelling words, by the consonants only, omitting all vowels, except in a few instances, where they are attached to strongly accented syllables.
3. By omitting all words of minor importance, or such as are not absolutely necessary to the correct understanding, and faithful reporting of a speech or sermon.

Each of these three methods will now be fully explained, by giving all necessary Examples and Rules.

### CHAPTER I.

*Abbreviations by substituting simple Signs for the common Letters.*

On the left hand narrow column of Plate 1, are the common letters, and on the wide column at the right of it, are the characters that are substituted for those letters. Each character is repeated a number of times on a line, that the learner may have an example of the manner in which he is to proceed in repeating, till his memory can retain, and his hand execute, each of the said characters with the utmost facility.

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NOTE.—To make a *b* for instance stand for *ab, eb, ib, ob, ub, ba, be, &c.* as is the case in this system, seems at first thought, extremely arbitrary and liable to render one's Short Hand *illegible*. But the fact will be found entirely *otherwise*; and that besides the vast superiority this method has over other systems in expedition, that it can be deciphered much easier than where dots &c. supply the place of vowels.

# ABBREVIATIONS.

## SEE OPPOSITE PLATE.

### PLAN.

Each of the consonants, whose sound will admit, has a vowel supposed to be either prefixed or subjoined to it, and sounded accordingly; thus *b* is supposed to give the sound *ab, eb, ib, ob, ub, or ba, be, bi, bo, bu*; and so on for the others. These consonants are also, when standing alone, representatives of certain words, as here subjoined.

<i>Lettes.</i>	<i>Sounds attached to the Letters.</i>	<i>Arbitraries.</i>
<i>b</i>	<i>ab, eb, ib, ob, ub—ba, be, bi, bo, bu.</i>	<i>been, has been.</i>
<i>d</i>	<i>ad, ed, id, od, ud—da, de, di, do, du.</i>	<i>did, done, down.</i>
<i>f</i>	<i>af, ef, if, of, uf,—fa, fe, fi, fo, fu, fy,</i>	<i>for, from.</i>
<i>g</i> ( <i>g</i> hard or soft,)	<i>ag, eg, ig, og, ug—ga, ge, } gi, go, gy,</i>	<i>good, gone.</i>
<i>h</i>	<i>—ha, he, hi, ho hu, hy.</i>	<i>had, has, here.</i>
<i>k</i> (also <i>c</i> hard, and <i>q</i> )	<i>ak, ek, ik, ok, uk—ka, } ke, ki, ko, ku, ky.</i>	<i>come, came,</i>
<i>l</i>	<i>al, el, il, ol, ul—la, le, li, lo, lu, ly.</i>	
<i>m</i>	<i>am, em, im, om, um—ma, me, mi, mo, mu, my.</i>	<i>may, must, might.</i>
<i>n</i>	<i>an, en, in, on, un—na, ne, ni, no, nu, ny.</i>	<i>into, upon.</i>
<i>o</i>	<i>oh, alas, &amp;c.</i>	
<i>p</i>	<i>ap, ep, ip, op, up—pa, pe, pi po, pu, py.</i>	
<i>r</i>	<i>ar, er, ir, or, ur—ra, re, ri, ro, ru, ry.</i>	<i>are, our.</i>
<i>s</i> ( <i>c</i> soft, and <i>z</i> )	<i>as, es, is, os us—sa, se, si, so, su, sy.</i>	<i>shall, have.</i>
<i>t</i>	<i>at, et, it, ot, ut—ta, te, ti, to, tu, ty.</i>	<i>that, towards.</i>
<i>v</i>	<i>av, ev, iv, ov, uv—va, ve, vi, vo, vu, vy.</i>	
<i>w</i> or <i>u.</i>	<i>aw, ew, ow—wa, we, wi, wo, wu, wy.</i>	<i>who, whom, which, what.</i>
<i>y</i>	<i>ya, ye, yo, yu, (or you.)</i>	<i>also I when placed high up in the line.</i>
<i>e</i> <i>a, e, or i</i>		
<i>o</i>	<i>&amp;c.</i>	
<i>,</i>	<i>&amp;c.</i>	

NOTE.—Either of the vowels, *a, e, or i*, is expressed by a very small *e*, which supercedes the *dot* used in common systems, and is made much quicker. The sounds of these three vowels also, are so near alike in most cases, as to answer every purpose for the writing or reading of Short Hand.

NOTE.—This Alphabet, which is the shortest and simplest yet published, is the key to the whole mystery of Stenography. The learner will therefore be particularly careful to observe the exact forms and positions of the characters, and be completely ready, so as to execute either of them at the *instant* he hears it pronounced.

NOTE 2.—The little *loop* that distinguishes the *h*, (and so for the others,) from the *b*, may be made on either *side* of the main body of the character, but always at the beginning.

# HEWETT'S

## *New system of Short Hand*

Characters										
b	/	/	/	/	/	/	/	/	/	/
d	—	—	—	—	—	—	—	—	—	—
f	\	\	\	\	\	\	\	\	\	\
g										
h	/	/	/	/	/	/	/	/	/	/
k	—	—	—	—	—	—	—	—	—	—
l	\	\	\	\	\	\	\	\	\	\
m										
n	∩	∩	∩	∩	∩	∩	∩	∩	∩	∩
o	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖
p	∪	∪	∪	∪	∪	∪	∪	∪	∪	∪
r	∪	∪	∪	∪	∪	∪	∪	∪	∪	∪
or s	/	/	/	/	/	/	/	/	/	/
u	—	—	—	—	—	—	—	—	—	—
v	\	\	\	\	\	\	\	\	\	\
or w										
or x	J	J	J	J	J	J	J	J	J	J
or y	e	e	e	e	e	e	e	e	e	e
z	o	o	o	o	o	o	o	o	o	o
&c.	,	,	,	,	,	,	,	,	,	,

1st. Class

2nd. Cl.

3rd. Cl.

4th. Cl.



## CHAPTER II.

## ABREVIATIONS IN ORTHOGRAPHY.

*Words of one syllable.*

NOTE.—Examples have already been given in which a vowel was understood to be either prefixed or subjoined to each of the single consonants. The same is here supposed in regard to vowels being subjoined to two or more consonants.

<i>Syllables at large.</i>					<i>Expressed by.</i>
bla	ble	bli	blo	blu	bl
pla	ple	pli	plo	plu	pl
bra	bre	bri	bro	bru	br
cra	cre	cri	cro	cru	cr
pra	pre	pri	pro	pru	pr
gra	gre	gri	gro	gru	gr
dra	dre	dri	dro	dru	dr
gla	gle	gli	glo	glu	gl
sha	she	shi	sho	shu	sh
qua	que	qui	quo		k
spa	spe	spi	spo	spu	sp
tra	tre	tri	tro	tru	tr
spla	sple	spli	splo	splu	spl
spra	spre	spri	spro	spru	spr
stra	stre	stri	stro	stru	str
swa	swe	swi	swo	swu	sw

*Words of one syllable, having one or more vowels between the consonants.*

<i>At large.</i>		<i>abridgd.</i>		<i>At large.</i>		<i>abridgd.</i>		<i>Words of two syllables.</i>		<i>At large.</i>		<i>abridgd.</i>	
Bag		bg	Cang	kn	Duty	dty	Wager	wgr					
Fag		fg	Pan	pn	Dyer	dyr	Abbot	bt					
Cag		kg	Bilt	blt	Flagrant	flgrnt	Advent	dvnt					
Gag		gg	Hilt	hlt	Fluent	flnt	Batter	btr					
Hag		hg	Milt	mlt	Frugal	frgl	Bitter	btr					
Rag		rg	Jilt	jlt	Fuel	fl	Chapter	shptr					
Big		bg	Band	bnd	Glory	glry	Differ	dfr					
Fig		fg	Land	lnd	Grant	grnt	Dinner	dnr					
Gig		gg	Sand	snd	Holy	hly	Faggot	fgt					
Wig		wg	Bled	bld	Riot	rte	Flatter	fltr					
Act		ak	Bred	brd	Ruin	rin	Funnel	fnl					
Ell		l	Clog	klg	Ruler	rlr	Gallop	glp					
Ebb		b	Camp	kmp	Rural	rl	Gipsy	gpsy					
Egg		eg	Bind	bnd	Student	stnt	Glimmer	glmr					
Less		ls	Find	fnl	Precept	prsppt	Merry	mry					
Kiss		ks	Bold	bld	Truent	trnt	Scatter	skr					
Miss		ms	Hold	hld	Tutor	tr	Muddy	mdy					
Slave		slv	Gale	gl									
			Blank	blnk									
			Frank	frnk									

NOTE.—When two consonants of the same kind come together in the common mode of spelling, the same two are expressed in Short Hand by one consonant made *twice* its common size, and the same is here expressed by being put in *Italic*.

NOTE 2.—There are no Capitals used in Short Hand; tho' proper names, &c. are often written in larger characters than common.

# WORDS OF THREE SYLLABLES.

<i>Words at Large.</i>	<i>Abridged.</i>	<i>Words at Large.</i>	<i>Abridged.</i>
Cruelty	krlyty	Happiness	hþns
Clemency	*klmnsy	Enjoyment	nþrmnt
Diadem	dm	Commission	kmsn
Dialect	dlkt	Practical	prktl
Drollery	drlyry	Publican	pblkn
Dutiful	dtfl	Radical	rdkl
Laziness	lsns	Salary	shry
Library	lbry	Sentinal	sntnl
Lunacy	lnsy	Slippery	slþry
Nutrimnt	ntrmt	Sillabub	slb
Scruteny	skrntny	Summary	smry
Simony	smny	Supplement	splmt
Vagrancy	vgnsy	Symetry	smtry
Animal	nlnl	Villainy	vlyny
Adamant	admnt	Glossery	glory
Amity	mty	Politic	pltk
Amnesty	mnsty	Conjugal	kngl
Arrogant	rgnt	Perfidy	prfly
Butterfly	bfly	Abasement	bsmt
Calandar	klndr	Apparent	þrnt
Chastity	shsty	Confinement	knfsmnt
Capital	kptl	Department	dþrtmmt
Classical	klskl	Spectator	spktr
Effigy	fgy	Subscriber	sbskrbr
Citizen	stsn	Survivor	svvr
Embassy	mbsy	Overtake	ovrtk
Esculent	sklnt	Volunteer	vlnt
Gallery	ghy	Incommode	nkmd
Garrison	grsn	Immature	mtr
Infantry	nfntry	Apprehend	prhnd
Communion	kmu	Recommend	rkmd
Attendance	tdns	Disobey	dsby
Wilfully	wfly	Argument	rgmnt
Delinquent	dlnknt	Satisfy	stsfy
Habitual	hþtl	Obligate	blgt
Compromise	kmprms	Performance	prfmns
Adjustment	djstmnt	Latitude	lttd
Qualify	klfy	Memory	mry
Undertake	ndrtk	Continue	kntnu
Amplify	mplfy	Amplify	mplfy
Correctness	krkns	Contrary	kntry
Beautiful	butfl		

# WORDS OF FOUR OR MORE SYLLABLES.

<i>At large.</i>	<i>Abridged.</i>	<i>At Large.</i>	<i>Abridged.</i>
Luminary	lmury	Tyranical	tyrnkl
Mandatory	mndtry	Apparatus	þrts
Patrimony	ptrmny	Detrimental	dtrmntl
Inventory	nvntry	Energetic	nrgtk
Intricacy	ntrksy	Manifesto	mnfsto
Planetary	plntry	Affability	fbly
Purgatory	prgtry	Alphabetical	lfbtkl

s stands for c soft and z, sh for ch, k for c hard and q, f for ph, n for ion own on &c. as may be seen elsewhere.

<i>At Large.</i>	<i>Abridged.</i>	<i>At Large.</i>	<i>Abridged.</i>
Miscellany	mslny	Analytical	nltkl
Tributary	trbtry	Argumentative	argmntv
Sublunary	sblnry	Popularity	plrty
Sublimity	sblmty	Pusillanimous	pslnms
Promissary	prmsry	Testamentary	tstmntry
Commentary	kmntry	Circumambent	srkmbnt
Commissary	kmsry	Introductory	ntrdktry
Community	kmnty	Irresistable	rstbl
Memorial	mrl	Metaphysical	mtfskl
Delinquency	dlnksy	Equiponderant	ekpndrnt
Hostility	hstlty	Philosophical	flsfkl
Necessity	nsty	Geographical	grfkl
Terrestrial	trstrl	Inauguration	nrgtrn
Predominate	prdmnte	Sequestration	skstrtn
Metropolis	mtrpls	Inadmissible	ndmsbl
Eternity	trnty	Incomprehensible	nkmpnsbl
Posterity	pstrty	Valadictory	vldktry
Reciprocal	rsprkl	Universally	nvrslly

NOTE.—There are various other methods of omitting some letters and substituting one letter for another, in which the learner may exercise his own judgment.

### TERMINATIONS OF WORDS.

The words of the English language, unlike those of the Latin or Greek, have so many different and arbitrary terminations that it is impracticable to bring all of them under any general rules, yet the greater part of them will be found in the following table:

### TERMINATIONS OF WORDS.

<i>Terminations at</i>		<i>At Large.</i>	<i>Abridged.</i>
<i>Large.</i>	<i>Abridged.</i>		
out	ot	tle	tl
must }	ot	same	sm
most }	mst	ring	rng
ment	mt	ship	sp
ous }	mt	men	mn
eous }	qs or s	ick	k
us }	qs or s	sive	sv
ion	on	quent	knt
ced }	on	face	fs
sed }	sd	ness	ns
tor	tr	ges	gs
nse	ns	ound	nd
ble	bl	ful	fl
less	ls	fare }	fr
ward	wrđ	fore }	
tch	th	dom	dm
tions }	th	ing	ng
ton }	tn		
town }	tn		
scion }	tn		
scyon }	tn		

Such is the construction of English sentences, that the short words called in grammar prepositions, tho' few in number, occur very frequently, and therefore make an important class of words. The following are the principal prepositions in use.

<i>At Large.</i>	<i>Abbreviated.</i>	<i>At Large.</i>	<i>Abbreviated.</i>
About	abt	For	f
Above	bv	From	f
After	ftr	In	n
Against	gnst	Into	n
Along	lng	Near	nr
Among	mng	Nigh	ny
Amongst	mngst	Of	f
Around	rnd	Off	f
At	t	On	n
Before	bfr	Over	ovr
Behind	bhnd	Round	rnd
Below	blw	Since	sns
Beneath	bnth	Through	thr
Beside	bsde	Towards	t
Between	btwn	Up	p
Beyond	bynd	Upon	n
By	b	Under	ndr
Concerning	knsng	With	w
Down	dn	Within	wthn
deriving	drng	Without	wtht
*Except }			
Excepting }	ekspng		

### TECHNICAL TERMS.

#### IN LAW.

<i>At Large.</i>	<i>Abridged.</i>
Abatement	btmnt
Administrator	dmstrtr
Adjourn	djrn
Amendment	mndmt
Appearance	aprs
Assets	ssts
Bailment	blmt
Bar	br
Defendent	dfdnt
Court	krt
Caption	kptn
Covert	kvrt
Defamation	dfmtn
Deponent	dpnt
Devastavit	dvsvt
Damages	dmgs
Evidence	vdns
Forfeit	frft
Feoffment	fnt
Habeus corpus	hkrps
Indictment	ndtmt
Interlocutory	ntrlktry
Indemnify	ndmnfy
Imparle	mprl
Impeachment	mpshmt
Jury	jry
Judgm ent	jgmt
Libel	lbl
Law	lw

#### LEGISLATIVE TERMS.

<i>At Large.</i>	<i>Abridged.</i>
Administration	dmnstrtn
Amendment	mndmt
Ambassador	mbsdr
Apointment	apnmt
Auditor	awdtr
Committee	kmte
Department	dprtmt
Drawback	drwb k
Equalization	eklsatn
Foreign	fren
Federal	fdrl
Government	gvmt
House	hs
Legislative	lgstv
Loan	ln
Member	mbr
Majority	mjrty
Minority	mnrty
Message	msge
Manufactory	mnf ktry
Nay	ny
National	ntnl
Negative	ngtv
Order	rdr
Parliamentary	prlmntry
President	prsdnt
Pensioner	pnsnr
People	pl
Quorum	krm

\* When x occurs, which is seldom, a small kx takes its sound.

## IN LAW.

<i>At Large.</i>	<i>Abridged.</i>
Municipal	mnspl
Overt	ovrt
Pleadings	pldngs
Plaintiff	pintf
Record	rkrd
Rejoinder	rjndr
Replevin	rplvn
Trial	trl
Testimony	tstmny
Traverser	trvsr
Verdict	vrdk
Witness	wtns

## LEGISLATIVE TERMS.

<i>At Large.</i>	<i>Abringed.</i>
Question	kstn
Reimbursement	rmbrsmnt
Representative	rpsntv
Report	rprr
Speaker	spkr
Section	sktn
Salvage	slvg
Session	ssn
Tariff	trf
Treaty	trty
Union	un
Vote	vt
Vice-President	v prsdt
Yea	ya

## WORDS WHICH OCCUR IN TAKING DOWN A SERMON.

<i>At Large.</i>	<i>Abbreviated.</i>	<i>At Large.</i>	<i>Abbreviated.</i>
God		Heaven	hvn
Godhead		Grace	grs
Christ		Adam	adm
Holy Ghost		Abel	abl
Jehovah		Abraham	abrm
Angel	ngl	Deuteronomy	dutrnmy
Saint	St	Ecclesiastes	eklsts
Christian	krstn	Epistle	epsl
Divine	dvn	Ephesians	efesns
Divinity	dvnty	Esaías	esas
Sacrament	skmt	Peter	ptr
Repentance	rpntns	Phillip	flp
Regeneration	rgnrtn	Psalm	slm
Conviction	kvktn	Revelation	rvltn
Conversion	kvrtn	Thomas	thms
Justification	jsfktn	Thessalonians	thslns
Perfection	prfktn	Discourse	dskrs
Death	dth	Prophets	prfts
Grave	grv	Evangelist	vnglst
Resurrection	rsrktn	Blessing	blng
Judgment	jdgmt		

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**ABBREVIATIONS**

*Of the Names of the several States of the Union, as given by the Post Master General, in 1822.*

Columbia District	Ca	Maryland	Md
Connecticut	Cn	New Hampshire	NH
Delaware	D	North Carolina	NC
Georgia	G	New Jersey	NJ
Indiana	In	New York	NY
Illinois	Ill	Ohio	O
Kentucky	K	Pennsylvania	P
Louisiana	L	Rhode Island	RI
Maine	Me	South Carolina	SC
Michigan T	MicT	Tennessee	T
Massachusetts	Ms	Virginia	Va
Mississippi	Mi	Vermont	Vt
Missouri	Mo		

NOTE.—In practice, it would probably be best to write these abridgements of proper names in the common hand.

## WORDS CONTRASTED IN MEANING

And which occur very often.—The learner may abbreviate these words in his own way

rich	poor	sea	land
free	bond	wet	dry
great	small	rough	smooth
old	young	wise	foolish
brave	cowardly	learned	ignorant
up	down	far	near
hot	cold	narrow	wide
cool	warm	loose	tight
pure	impure	strong	weak
sweet	sour	alive	dead
handsome	ugly	sick	well
long	short	good	bad
heaven	hell		

## RULES OF PRACTICE,

Which should be well understood by all who use this System, and which are equally applicable to any System of Short Hand.

*Rule 1.* All that is written should be done very *distinctly*.

2. Omit all the letters you can in spelling, and still preserve the sound.

3. Let not the pen be taken off the paper from beginning to the end of a word.

4. Write always quick as possible, and beware of that sleepy, lifeless, hesitating manner, which is a dangerous symptom, and may lead to a slow habit of writing.

5. In the early part of your practice, when writing after a speaker or reader, *omit* all the words you can, barely retaining the outline; but after having acquired a facility and expedition, write down as *many* as you can.

6. In the early part of your practice, either procure a person to read to you, at first deliberately, or take a book on any science with which you wish to become more familiar, read a sentence over once, then without looking at it again, write it down in short hand.

7. Attempting to read should ever be deferred till the last thing, or until you can write with great expedition, after which, read over twice whatever you write, and you will soon become an expert reader.

8. In passages that are sinuous, intricate, or obscure, write more; where they are plain and common place, omissions may be more freely indulged in.

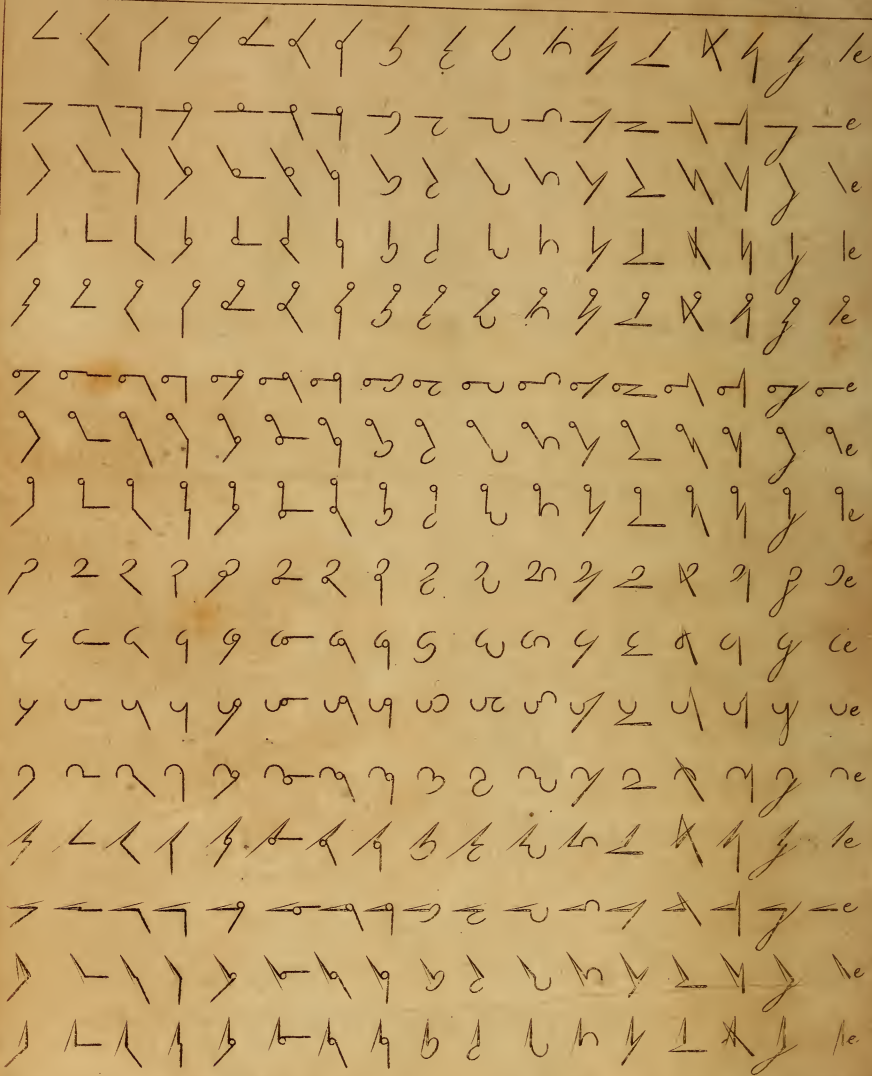
9. Consider what is the principal department in which you intend to exercise this art, whether in divinity, law, medicine, surgery, or in the legislature, and make yourself most familiar with the technical terms used in that department.

10. In punctuation, a single comma turned to the right, as at the commencement of a quotation, may be made at the end of a period; a common dot at the end of a paragraph, and a straight line may denote a *chasm*. The interrogation may have its usual office. A line drawn *under* the writing may denote that the same is repeated; drawn *over* may denote great stress to be laid on the words as proper names, &c.

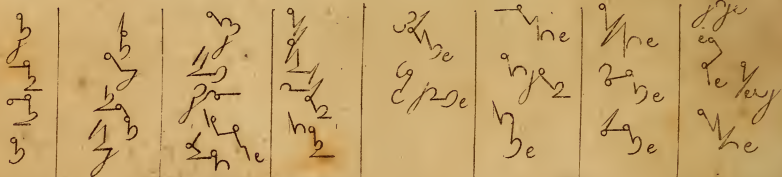
11. The Arabic figures may designate numbers as usual, allowing a simple dot to answer the place of a cypher [thus for 10, 1. 20, 2. 100, 1. 1000, 1... &c.



The characters combined.



Exercises.



$\log_{10} \frac{v_2}{v_1} = -\frac{E_a}{RT}$

12. Soon as convenient after having taken down a speech or sermon, read it over very deliberately and supply by interliniation all such little words as were left out, the omission of which would render the sense obscure. After this, your writing may be laid aside, and read at any time.

13. If any particular difficulty *should* ever occur in reading, change the characters into common letters by writing them on a strip of paper when the difficulty will probably vanish.

14. In expeditious practice, write as small as you can and preserve distinctness, for by this your velocity will be great in proportion to the momentum of the Pen. It may be considered an axiom of common sense that a short character can be made quicker than a long one; or that one can go a *rod* quicker than he can a *mile*—Five or six lines may be written on a space one inch wide.

## THE CHARACTERS COMBINED.

 SEE OPPOSITE PLATE.

As on the upper part of the opposite plate, commencing with the line which runs across from the left to the right, thus: bd, bf, bg, bh, bk, bl, bm, bn, &c. and on the second line, db, df, dg, dh, and so on for the remaining sixteen lines. In copying these combined characters, the learner should write line for line, and continue on each till the characters and letters they represent are familiar to the *mind*, and readily made with a pen. Then he may proceed to the Practical Exercises.

### PRACTICAL EXERCISES.

On the opposite plate towards the bottom in the small columns are the following words written in Short Hand.

<i>Do. abridged in spelling as on opposite plate.</i>		<i>Do. abridged in spelling as on opposite plate.</i>	
<i>Words at Large.</i>		<i>Words at Large.</i>	
Many	mny	Vermont	vrmnt
Demand	dmnd	Pennsylvania	pnslyna
Command	kmnd	Ohio	oho
Man	mn	Indiana	indna
Woman	wmn	Delaware	dlware
Lady	ldy	Maryland	mrylnd
Gentleman	gntlmn	Virginia	vgna
Beauty	buty	Missouri	msure
Learning	lrng	North Carolina	nklna
Boston	bstn	South Carolina	sklna
New York	nyrk	Georgia	grge
Philadelphia	feldlfe	Alabama	albma
Baltimore	bltmr	Mississippi	msepe
Massachusetts	msshuts	Louisiana	lusna
Rhode Island	rdslnd		

In the lower column of all are these two lines of poetry, which at large are

“A frame of adamant, a soul of fire,  
No dangers frighten, and no labours tire,”

The same abridged and in one line.

frme f adamnt sol f fre, no dngrs frtn & no lbrs tre

NOTE.—The words above, the same as on the plate have not so great an abbreviation as is usual in writing Short Hand. It was thought best, not to abridge too much at first.

## CHAPTER III.

*Abbreviations by the omission of words.*

The following narrative pieces, are given at large, and directly under them their *outlines*; the latter are examples of how much in proportion to the whole, a new beginner in the practice of Stenography, should attempt writing.

*Courage and judgment united in necessity.*

THE Romans being ready to join battle with the Albans, to avoid bloodshed, it was agreed by both parties, that the victory should be determined by three champions against three on either side. There happened to be in each camp three brothers, born at one birth, of equal years and equal stature: the three *Horatii* for the Romans, and the three *Curiatii* for the Albans. After a doubtful conflict, two of the Romans were slain, and the third finding himself unable to contend with the three Albans together, feigned fear, and ran away, and by this stratagem drew his adversaries asunder, who by reason of their wounds could not run with equal speed; upon which he turned back, slew them, one by one in single fight, and obtained the victory for the Romans.

*The outline of the above.*

THE Romans.

Albans,  
agreed  
three champions  
in each camp three brothers,  
*Horatii*  
Romans  
*Curiatii*  
Albans,  
two of the Romans slain,  
the third Roman  
feigned fear,  
drew his adversaries asunder,  
victory for Romans.

*Filial piety respected by enemies.*

WHEN the city of Troy was taken by the Greeks, after the first fury of plunder was over, the conquerors, pitying the misfortunes of their captives, caused it to be proclaimed, that every free citizen had the liberty of taking away any one thing which he valued most: upon which *Aeneas*, neglecting every thing else, only carried away with him his household gods. The Greeks, delighted with his piety, gave him permission to carry away with him any other thing he had the greatest regard for; and immediately he took upon his shoulders his aged father, who was grown decrepit, and was carrying him out of the town: the Greeks struck with his filial duty, gave him leave to take away every thing that belonged to him; declaring that Nature itself would not suffer them to be enemies to such as shewed so great piety to the gods, and and so great reverence to their parents.

*The outline.*

WHEN the city of Troy  
 plunder was over,  
 proclaimed, that every free citizen  
 which he valued most:  
 Æneas, neglecting all but  
 his household gods.  
 The Greeks, delighted  
 any other thing  
 his aged father:  
 the Greeks, struck  
 every thing that belonged to him;  
 Nature itself would not suffer them  
 piety to the gods  
 reverence to their parents.

*Candor in a Criminal pleasantly rewarded.*

THE Duke of Ossuna, as he passed by *Barcelona*, having got leave of the King of Spain to release some *Slaves*, he went on board the galleys, and passing through the benches of slaves at the oar, he asked several of them *what their offences were*.—Every one excused himself; one saying he was put there out of *malice*, another by the *bribery* of the judge: but all of them unjustly. Among the rest there was a little *sturdy fellow*; and the Duke asked him *what he was there for*—"Sir," said he, "I cannot deny but I am *justly* sent here; for I *wanted* money, and so I took a purse upon the *highway* to keep me from *starving*." Upon which the Duke, with a little stick he had in his hand, gave him two or three *blows* upon the shoulders, saying, "*you rogue*, what do you do among so many *honest men*? Get you gone out of their company." So he was *freed*, and the rest remained there still to *tug at the oar*.

## EXTRACT FROM CURRAN'S SPEECH

GENTLEMEN of the jury, let me ask you *honestly* what do you feel, when in my hearing, when in the face of this audience you are called upon to give a verdict that every man of us, and ever man of you, know by the testimony of your own eyes to be utterly and absolutely false? I speak not now of the public proclamation of informers, with a promise of secrecy and extravagant reward; I speak not of those horrid wretches who have been so often transferred, from the table to the dock, and from the dock to the pillory; I speak of what your own eyes have seen day after day during the course of this commission, from the box where you are now sitting; the number of horrid miscreants, who avowed upon their oaths, that they had come from the very seat of government—from the castle, where they had been worked upon by the fear of death and the hopes of compensation, to give evidence against their fellows, that the mild and wholesome councils of this government are holden over these catacombs of living death, where the wretch that is buried a man lies till his heart has time to fester and dissolve, and is then dug up a witness!! Is this fancy, or is it fact? Have you not seen him after his resurrection from that tomb; after having been dug out from the region of death, make his appearance upon the table the living image of life and of death and the supreme arbiter of both? Have you not marked when he entered, how the stormy wave of the multi-

*tude retired at his approach ? Have you not marked how the human heart bowed to the supremacy of his power, in the undissembled homage of deferential horror ? How his glance like the lightning of Heaven seemed to rive the body of the accused, and mark it for the grave, while his voice warned the devoted wretch of woe and death; a death which no innocence can escape, no art elude, no force resist, no antidote prevent, There was an antidote—a juror's oath—but even that adamantine chain that bound the integrity of man to the Throne of Eternal Justice, is solved and melted in the breath that issues from the informers mouth; conscience swings from her mooring, and the appalled and affrighted juror consults his own safety in the surrender of his victim.*

NOTE.—Those words in *Italic* contain as much of the subject as one need write in following a speaker.

#### FROM CAMPBELL.

*Eternal Hope ! when yonder spheres sublime,  
Pealed their first notes to sound the march of time;  
Thy joyous youth began, but not to fade,  
When all thy sister planets have decayed;  
When wrapt in fire the realms of ether glow,  
And Heaven's last thunder shakes the world below;  
Thou undismayed shall o're the ruin smile,  
And light thy torch at natures funeral pile.*

NOTE.—In the two last pieces which are for practice the writer is left to make his own abbreviation in orthography.

## RECOMMENDATION.

The following notice from the pen of Mr. Walsh, of Philadelphia, is one among many very flattering notices, taken of the author's first edition.

"Mr. D. Hewett, public lecturer on Geography, in this city, has just published a NEW AND COMPLETE SYSTEM OF STENOGRAPHY. It appears to us, to be ingenious, and to possess the merits which he particularly studied, to give it *brevity, clearness and simplicity*. Every economy of time and labor is valuable; and since much of both is saved by *short hand writing*, this art should be earnestly recommended to all members of the learned professions."—LITERARY REGISTER, APRIL, 1823.

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## ADVERTISEMENT.

THE Author of this System, intending to revisit, and still continue teaching in a few more of the large cities, before visiting Europe, makes this general statement to gentlemen, wherever he may be, that he will make them completely acquainted with the THEORY of Stenography, in 6 hours, for \$2; and that he will advance them to a degree of *practical perfection*, (or so far as to note down all necessary in order to report a Sermon or Speech) in 40 hours, for \$5. This acquisition must always be made in the space of eight days from the date of the learner's commencement.

Washington City, January 28. 1824.









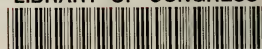








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